

TRIPURA GAZETTE



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PART--I-- Orders and Notifications by the Government of Tripura,
The High Court, Government Treasury etc.

URBAN DEVELOPMENT DEPARTMENT TRIPURA JAL BOARD

No.F.14(2)/UDD/2021(Shadow)VIII/329

Dated, Agartala, the 25th March, 2022.

NOTIFICATION

TRIPURA JAL BOARD REGULATIONS: 2021.(REGULATING ITS PROCEDURE AND DISPOSAL OF ITS BUSINESS).

In exercise of the powers confirmed under sub section 2(c) of section 89 of the Tripura Jal Board Act 2020 (The Tripura Act No12 of 2020) the Tripura Jal Board hereby makes the following regulations:

1. Short title extent and commencement:

- (1) These regulations may be called Tripura Jal Board Regulations, 2021 (Regulating its Procedure and the disposal of its business)
- (2) It extends to all urban local bodies (ULBs) of the State of Tripura and development authorities in such areas as notified by the State Government from time to time.
- (3) It shall come into force on such date as the State Government may, by notification in the official Gazette, appoint.

2. Definitions:

- (a) "Act" means the Tripura Jal Board Act, 2020.
- (b) "Board" means the Tripura JAL Board constituted under section 3.
- (c) "Chairman" means the Chairman of the Tripura Jal Board.
- (d) "Government" means the State Government of Tripura.
- (e) "CEO" means the Chief Executive Officer, Tripura Jal Board appointed under section 17;
- (d) "Member" means the Chairman, the Vice Chairman or any other Member of the Board.

3. Time and place Board Meeting:- The Board shall meet and shall from time to time make such arrangements with respect to the day, time, notice and adjournment of its meetings as it thinks fit, subject to the following conditions, namely:-

(a) An ordinary meeting of the Board shall generally be held at least once in every three months;

(b) The Chairman may, whenever he thinks fit, call a special meeting;

4. Meeting Notice: -

(a) Every meeting notice of the board shall be given to each member not less than two clear days.

(b) The notice shall be issued under the signature of the CEO of the Board after obtaining prior approval of the Chairman.

(c) Any accidental omission to give any such notice to any of the members shall not invalidate any resolution passed at any such meeting;

(d) Notwithstanding anything contained in sub-section (a), a meeting of the Board at which any matter which is considered urgent by the Chairman to be taken-up, may be called at notice of less than two days.

5. Quorum:-

(a) The quorum for every meeting shall be 5(five); Provided that when a meeting has been adjourned to another date for want of quorum, no quorum shall be necessary in the case of the adjourned meeting;

6. Presiding over Meeting:

(a) The Chairman shall preside over every meeting of the Board.

(b) If the Chairman is not present at any such meeting, the Vice-Chairman shall preside over the meeting.

(c) The person presiding over a meeting of the Board in absence of Chairman when so presiding shall have the same powers as Chairman.

7. Voting: - All questions at any meeting shall be decided by the majority of the members present and in case of equality of votes, the person presiding shall be have and exercise second or casting vote;

8. Language to be used at meeting of the Board:- The Business of a meeting of the Board shall be transacted in English or Bengali.

9. Preparation of list of business by the CEO: -

The CEO shall prepare the list of business /agenda of the meeting and to be transacted at a meeting of the Board.

10. Arrangements of list of business:-

(a) Confirmation of the minutes of the last meeting or minutes of any business transacted by circulation of papers.

(b) Action taken report, if any,

- (c) Matters to be taken up by the Board for consideration and approval.
- (d) Letter from Government and others.
- (e) Report, advice or recommendations of the State Government.
- (f) Any other matter with the approval of Chairman.

11. Transaction of business by circulation of papers:-

(a) Any business which may be necessary for the board to transact may, if the Chairman so directs, be dealt with the Circulation of papers amongst all the members at their usual address and any business so circulated and approved by a majority of the members signing, shall be effectual and binding as if the same had been approved at a meeting of the Board.

(b) When a business is referred to member by circulation and if no reply is received back within the period stipulated therein, it shall be deemed as approved.

12. Records of Business & Circulation of Meeting of Minutes: -

(a) A record shall be maintained by the CEO, TJB of all business transacted by the board.

(b) All the decision of the Board shall as far as possible be recorded in the form of resolution and an entry of each decision in the book of the proceedings of the Board shall be conclusive evidence of the fact that such decision were taken by the Board.

(c) All decisions of the Board shall be authenticated under the seal and signature of the CEO and communicate to the Secretary UDD for approval.

(d) After obtaining the approval of the Secretary UDD, the CEO shall issue meeting minutes of each meeting of the Board and to be circulated to all members and other concerned Competent Authority, Department of the Tripura Jal Board.


Chief Executive Officer
Tripura Jal Board